



# IDAHO DEPARTMENT OF PARKS & RECREATION

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## MINUTES

for  
October 24-26, 2006  
Quarterly Board Meeting

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**Idaho Department of Parks and Recreation**  
City of Eagle Council Chamber  
Eagle, Idaho

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**IDAHO PARK AND RECREATION BOARD MEETING**  
**October 24-26<sup>th</sup> 2006**  
**City of Eagle Council Chamber**  
**Eagle, Idaho**

Chair Jean McDevitt called the Board meeting to order at 8:30 a.m. October 24, 2006, at the City of Eagle Council Chamber with the following Board members attending:

Jean McDevitt, Chair, Pocatello  
Ernest J. Lombard, Member, Eagle  
Latham Williams, Member, Ketchum  
Steve Klatt, Member, Sandpoint  
Doug Hancey, Member, Rexburg  
Randal Rice, Member, Moscow

Also present during all or a portion of the meeting were the following individuals:

Robert Meinen, Director  
Dean Sangrey, Division Administrator - Operations  
Dave Ricks, Division Administrator – Management Services  
Jane Wright, Financial Officer  
Jennifer Wernex, Communications Officer  
Steve Frost, Recreation Resource Bureau Chief  
Rick Brown, South Region Manager  
David White, North Region Manager  
Garth Taylor, East Region Manager  
Michael Orr, Deputy Attorney General - Natural Resources Division  
Steve Strack, Attorney General - Natural Resources Division  
Kelly Burrows, Planner  
Dawn Hall, Division of Financial Management  
Eric Milstead, Legislative Services Office  
Carol Foster, South Region Administrative Assistant  
Gary Shelley, Eagle Island State Park Manager  
Rick Cummins, Special Projects

**IDAHO DEPARTMENT OF PARKS AND RECREATION**  
**“To improve the quality of life in Idaho through outdoor recreation and resource stewardship.”**  
**Board Meeting**  
**October 24<sup>th</sup>-26<sup>th</sup>, 2006**  
**City of Eagle Council Chamber**  
**Eagle, Idaho**

\*Consent Agenda CA

\*Information Only IO

\*Action Item AI

**Tuesday October 24th, 2006**

**AGENDA**

**8:30 a.m. Workshop**

- Effective Marketing Measures
- Park housing issues
- Curation/Exhibit Management - statewide coordination of our assets
- Sign Program
- Strategic Planning for the Board short-term and long-term/Board Vision

- Self-generating revenues
  - High-end cabins
- Other possibilities

**10:15 a.m. Break**

**10:30 a.m. Workshop cont.**

**11:30 a.m. - 1:00 p.m. Lunch at China Palace**

**1:00 p.m. Eastern Idaho State Park Task Force Review**

**2:00 p.m. Workshop cont.**

**3:00 p.m. Recess**

**3:00 – 5:00 p.m. Tour of Eagle Island State Park**

**5:00 - 6:30 p.m. Reception at the Lombard residence (Invitation only)**

## **Wednesday October 25<sup>th</sup> 2006**

**8:30 a.m. Call to order**

- Welcome guests
- Additions or deletions to the printed agenda
- Approval of the August 2006 Board meeting minutes

**8:40 a.m. Public Forum**

**9:20 a.m. Eagle Island State Park Committee Recommendation \*AI**

**10:30 a.m. Introduction of New Employees**

**10:45 a.m. East Idaho State Park Selection Committee Recommendation \*AI**

**11:30 a.m. Lunch at Eagle Rib Shack**

**1:00 p.m. Executive Session** Under authority of Idaho Code 67-2345 an executive session may be held to discuss personnel, acquisition of private lands, and/or litigation

**3:15 p.m. Poison Creek RFP \*AI**

**3:48 p.m. 2007 1st Quarter Financial Statement \*AI**

**4:20 p.m. Bayhorse Environmental Update \*IO**

**5:00 p.m. Recess**

## **Thursday October 26<sup>th</sup> 2006**

**8:00 a.m. Call to order**

**8:02 a.m. Executive Session** Under authority of Idaho Code 67-2345 an executive session may be held to discuss personnel, acquisition of private lands, and/or litigation

**10:00 a.m. Proposed Changes to Board Approved Fee Schedule \*AI**

**10:40 a.m. Governor's Roadless Petition \*IO**

**11:05 a.m. Update of the Trail of the Coeur d'Alenes \*IO**

**11:28 a.m. Experience Idaho Update \*IO**

**12:30 p.m. Reports \*IO**

- Development
- Region and Programs
- Attorney General
- Board Members
- Director

**1:30 a.m. Adjourn**

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**8:30 a.m. Call to order.**

**8:35 a.m. Approval of the August 2006 Board Minutes**

Mr. Klatt moved to delay the approval of the Board minutes until the next meeting asking that the motion for the float homes at Heyburn State Park be summarized and corrections made accordingly. Mr. Williams seconded the motion. Chair asked for further discussion. Hearing

none, the Chair asked for a vote on the motion. All votes were cast in the affirmative. The motion passed.

#### **8:40 a.m. Public Forum**

A public forum was held to discuss various concerns of constituents.

#### **9:20 a.m. Eagle Island Concept Plan**

Mayor Merrill of the City of Eagle gave a brief history of the *Experience Idaho Initiative* in connection with Eagle Island State Park and the process that was used to create the new concept for Eagle Island State Park.

**9:53 a.m.** Mr. Lombard moved to accept the recommended concept plan presented by staff and the Eagle Island Planning Committee. This will enable staff to move forward with the planning process and seek potential funding for the planning process. Mr. Rice seconded the motion. Chair asked for discussion. Mr. Klatt moved to amend the motion to consider the inclusion of equestrian access and an equestrian management component within the conceptual plan as it moves forward. Mr. Williams seconded the amendment. Discussion followed. Chair asked for the vote on the amendment. All voted aye except Mr. Lombard who abstained. Chair called for any more discussion on the motion as amended. Hearing none, the Chair asked for a vote on the motion. All votes were cast in the affirmative. The motion passed.

#### **10:30 a.m. Introduction of New Staff Members**

The new Boating Program Supervisor, Dave Dahms, was introduced.

#### **10:45 a.m. East Idaho State Park Site Selection**

Senator Bart Davis gave a presentation on the recommended site in Eastern Idaho for a state park. Discussion followed.

**11:17 a.m.** Mr. Lombard moved to accept the East Idaho State Park Site Selection Committee's recommendation and take necessary steps to begin the acquisition process for the property. Mr. Williams seconded the motion. Discussion followed. Mr. Hancey moved to amend the motion to ensure that professional analysis of the property be conducted before legislative funding is sought. Mr. Klatt seconded the amendment. Discussion followed. Chair called for any more discussion on the amendment. Hearing none, the Chair asked for a vote on the amendment. All votes were cast in the affirmative. Chair called for any more discussion on the motion as amended. Hearing none, the Chair asked for a vote on the motion. All votes were cast in the affirmative. The motion passed.

**1:00 p.m.** Mr. Rice moved that the Board go into Executive Session under Idaho Code 67-2345, (c) an Executive Session may be held to discuss personnel, acquisition of private lands, and/or litigation. Mr. Hancey seconded the motion. Board was polled. Mr. Hancey-aye, Mr. Lombard-aye, Mr. Rice-aye, Mr. Williams-aye, Mr. Klatt-aye Chair-aye. The motion was passed.

**2:30 p.m.** Mr. Rice moved that the Board go out Executive Session. Mr. Hancey seconded the motion. Chair asked for further discussion. Hearing none, the Chair asked for a vote on the motion. All votes were cast in the affirmative. The motion passed.

**3:10 p.m.** Mr. Klatt moved that the Director be instructed to notify the proponent of the land exchange that had been in discussion involving Eagle Island State Park will no longer be considered. Mr. Lombard seconded the motion. Chair asked for further discussion. Hearing none, the Chair asked for a vote on the motion. All votes were cast in the affirmative. The motion passed.

**3:12 p.m.** Mr. Klatt moved that the Director be instructed with the Board's full support to move forward with items discussed in the Executive Session regarding Thousand Springs State Park.

Mr. Rice seconded the motion. Chair asked for further discussion. Hearing none, the Chair asked for a vote on the motion. All votes were cast in the affirmative. The motion was passed.

**3:15 p.m. Poison Creek RFP**

Mr. Ricks presented information regarding the RFP for Poison Creek at Lake Cascade State Park. Discussion followed.

**3:45 p.m.** Mr. Hancey moved to proceed with the RFP process to select the most qualified concessionaire to design, build, operate and maintain a marina/store complex at Poison Creek. Staff is to then bring back a recommendation to the Board at the January 2007 Board meeting. Mr. Lombard seconded the motion. Chair asked for further discussion. Hearing none, the Chair asked for a vote on the motion. All votes were cast in the affirmative. The motion passed.

**3:48 p.m. FY 2007 1<sup>st</sup> Quarter Financial Statement**

Ms. Wright presented the 1<sup>st</sup> Quarter Financial report for 2007. Ms. Wright presented a brief summary of expenditures followed by a report on revenue. Discussion followed.

**4:19 p.m.** Mr. Hancey moved that the Board approve the 1<sup>st</sup> Quarter Financial Statement for FY 2007. Mr. Lombard seconded the motion. Chair asked for further discussion. Hearing none, the Chair asked for a vote on the motion. All votes were cast in the affirmative. The motion passed.

**4:20 p.m. Bayhorse Environmental Update**

Mr. Cummins presented the Board with a staff update of the Bayhorse property. TerraGraphics Environmental Engineering is to prepare engineering documents and manage the cleanup and construction around the Bayhorse town site with a completion date in fall 2007. Discussion followed.

**5:00 p.m.** Recess

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**Thursday October 26**

**8:00 a.m.** Meeting reconvened.

**8:02 a.m.** Mr. Klatt moved that the Board go into Executive Session under Idaho Code 67-2345, (c) an executive session may be held to discuss personnel, acquisition of private lands, and/or litigation. Mr. Lombard seconded the motion. Board was polled. Mr. Hancey-aye, Mr. Lombard-aye, Mr. Williams-aye, Mr. Klatt-aye Chair-aye. The motion was passed.

**10:00 a.m. Proposed Changes to Board Approved Fee**

Mr. Sangrey said that additional situations have come to staff's attention requiring adjustments to the approved fees or regulations due to the various details of implementing the new reservation system for IDPR (*see Attachment 1*). Discussion followed.

**10:38 a.m.** Mr. Klatt moved that the Board approve the Board Policy Fee Table modifications for overnight stays at Harriman State Park as discussed, to establish group camp fees at Bear Lake State Park, to establish a flat rate for the Osprey Point Group Camp at Lake Cascade State Park, instituting an off-season discount for standard campsites, and increase the fee for single-room camper cabins and yurts. Mr. Lombard seconded the motion. Chair asked for further discussion. Hearing none, the Chair asked for a vote on the motion. All votes were cast in the affirmative. The motion passed.

**10:40 a.m. Governor Risch's Roadless Petition Update**

Mr. Frost and Jeff Cook presented a brief history of the Roadless Area Conservation Rule stating that in 2003 the rule allowed the States to petition the Federal Government on the management of roadless areas. The IDPR's Comprehensive Planning, Research and Review staff working with the Outdoor Recreation Program staff examined the initial proposal and the potential impacts to their grant programs and recreational programs. Staff, along with other agencies and counties then shared their assessment with

the Office of Species Conservation (OSC) and the Governors' office. A proposal, ***Petition of Governor James E Risch State Specific Rulemaking for Roadless Areas in Idaho***, was sent to the U.S. Secretary of Agriculture and then forwarded to the National Roadless Area Advisory Committee for their consideration. Discussion followed.

**11:05 a.m. Update of the Trail of the Coeur d'Alenes**

Mr. White said that staff expects the various State/Tribe agreements that would result in disbursement of the escrow account and Right of Way (ROW) transfer from Union Pacific Railroad (UPRR) to be completed within the next two to three months. However, should there be a delay in the process and depletion of available operating funds occurs, staff recommended that the Board support the Director looking at alternatives and taking appropriate action if by chance current funds and resources are depleted. Discussion followed.

**11:27 a.m.** Mr. Klatt moved that the Board support the Director looking at alternatives and taking appropriate interim action with minimal employee impact to the Trail of the Coeur d'Alenes if by chance current funds and resources are depleted. Mr. Hancey seconded. Chair asked for further discussion. Hearing none, the Chair asked for a vote on the motion. All votes were cast in the affirmative. The motion passed.

**11:28 a.m. Experience Idaho Update and Reports**

An update on *Experience Idaho* projects as well as the following reports were given:

- Development
- Parks and Programs
- Attorney General
- Director

Discussion followed.

**2:30 p.m.** Meeting adjourned.

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Jean McDevitt, Chairman  
Idaho Park and Recreation Board

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Robert L. Meinen, Director  
and Ex-Officio Member of the Board

# **ATTACHMENT #1**

The following five adjustments to the Board Policy Fee Table are recommended:

1. **Harriman State Park** – A unique situation has developed at Harriman State Park that has had an impact on revenue collected for house and dormitory stays. When a customer books a one night stay, for one night only on a weekend, at the Ranch Manager's House, the Cattle Foreman's House, or the Dormitory, this partial weekend booking precludes anyone who subsequently attempts to make a reservation for the entire weekend for one of these facilities. This situation occurs frequently, resulting in decreased occupancy. There is also an impact on maintenance, since these unique properties require extensive cleaning between guest stays. This issue could be mitigated by establishing a two (2) night minimum stay on weekends and holidays for each of these facilities.
2. **Bear Lake State Park** – Bear Lake currently charges \$95.00 per night for their two group camps located in the East Beach Campground. We recommend increasing this fee to \$115.00 per night at the request of the park (they feel their customers will readily support this adjusted rate). In the process of researching this request, it was discovered that park-specific fees for Bear Lake did not exist. This request is to create the required park specific fee structure while increasing the fee for the group camps at Bear Lake East Beach Campground from \$95.00 per night to \$115.00 per night.

<u>Park Specific Fees</u>	<u>Current Fee Charged</u>	<u>Current Board Approved Fee</u>	<u>Proposed Board Approved Fee</u>
<b>Bear Lake State Park</b>			
<u>East Beach Campground</u>			
Group camp 100	\$95.00	\$ 0	\$115.00
Group camp 101	\$95.00	\$ 0	\$115.00

3. **Lake Cascade State Park** – Osprey Point Group Camp has been rented to groups in the past as if it were a group of individual yurts with additional charges per person over the minimum (extremely difficult to support at the Call Center and park). This proposal is to request that the Board allow the agency to manage the Osprey Point Group Camp consistent with other group facilities by charging a base usage fee of \$175.00 per night for the camp, instead of charging for each yurt separately. Due to the unique nature and location of this camp, only one group would ever be allowed to use it at a time.



<u>Park Specific Fees</u>	<u>Current Fees Charged</u>	<u>Current Board Approved Fee</u>	<u>Proposed Board Approved Fee</u>
<b>Lake Cascade State Park</b>			
Osprey Point Group Camp	\$205.00 (max) Including add'l per- person charges, use of all yurts, and vehicle fees.	\$ 0	\$175.00 Flat Rate

4. **Off-Season Discount for Standard Campsites** - This request is to create a fee structure to adjust Standard campsite fees when water service is shut off in a campground. The agency currently has a fee structure that allows for adjustments for Serviced campsites in this situation. This proposed adjustment would allow an off-season Standard campsite user a discount when fewer amenities are available in the campground than when the same Standard campsite is booked in the summer. Typically, the amenities involved are central water, showers, restrooms, and dump stations. The suggested fee structure would reduce a Standard campsite rate of \$12.00 to the Primitive campsite rate of \$9.00. Similarly, a Standard Companion campsite rate of \$22.00 would be reduced to the Primitive Companion campsite's rate of \$17.00. This mirrors the fee reduction currently provided for Serviced campsites when water service is shut off to the campsite.

Site Type	Current Board Approved Fee	Requested Off-season Discount
Standard Campsite	\$12.00	\$9.00
Standard Companion Campsite	\$22.00	\$17.00

5. **Increase in Fees Charged for Camping Cabins** - Upon analysis of the impact of potential revenue shortfalls caused by the elimination of MVEF, the recommendation is to increase the approved fee for camping cabins from \$35.00 per night to \$45.00 per night. This increase would maintain IDPR's fees for Camping Cabins within a range competitive with local communities.

**Camping Cabins**

	<b>IDAPA Maximum</b>	<b>Current Board Approved</b>	<b>Proposed Board Approved</b>
State Park Camping Cabins	\$150.00/night	\$35.00/night	\$45.00/night